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27 OCT 1983

MEMORANDUM FOR: Chief, New Building Project Office, OL
Chief, Personnel and Training Staff, OL
Chief, Procurement Management Staff, OL
Chief, Security Staff, OL
Chief, Logistics Services Division, OL
Chief, Printing and Photography Division, OL
Chief, Procurement Division, OL
Chief, Real Estate and Construction Division, OL
Chief, Supply Division, OL

FROM:

Chief, Plans and Programs Staff, OL

SUBJECT:

DCI's Annual Report to Congress

1. As in past years, it is anticipated that for calendar year 1983, the Office of Logistics will be tasked to provide input to the DDA for the DCI's Annual Report to Congress. It is also anticipated that OL will once again be faced with a short deadline for responding to this requirement. Therefore, we are requesting your individual input in advance of the formal tasking by the DDA.

2. It is requested that each of you submit your contribution for a consolidated OL report to this office by c.o.b. 15 November 1983. As with last year's report, your contribution should cover the following points: component overview, performance highlights; relations with consumers/customers; future plans, including research and development plans; and present/projected resource needs. The period to be covered by your report is the 1983 calendar year.

3. Forwarded herewith for your guidance is a copy of the OL report submitted in 1982. If you have any questions or require additional information, please contact

Attachment

Distribution:

- 1 - Each addressee
- 1 - OL Reader
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OL 4257-83

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